In Term 4 we are investigating Under The Sea. To complement our program we have organised an excursion to the Melbourne Aquarium on Wednesday 12\textsuperscript{th} October 2016. The children will participate in a guided program. This program covers habitats, common features of animals, classification and life cycles.

We will be departing school at 9:00am for the Melbourne Aquarium. When we arrive we will eat playlunch before commencing our guided program. We will leave the Melbourne Aquarium at 1:15 and stop at Hays Paddock Playground in Kew East to eat lunch and have a play. We will then return to school at approximately 3:00pm.

Date: Wednesday 12\textsuperscript{th} October – the bus will be departing at 9:00am, so it is important that students arrive at school by 8:50am.

Cost: $27 – this cost covers transport (bus) and aquarium activity charges.

Lunch arrangements: We request that students bring their lunch and playlunch in two separate disposable bags, clearly labelled with their name, grade and either “Lunch” or “Playlunch”.

Parent helpers: We will require 1 parent helper per class. If you are available to help, the school will cover your entry cost to the aquarium. Please return the attached form to register your interest to attend.

Regards
Prep Team (Tarryn Kidner, Kate Caulfield, Veronica Paps, Lori Head)

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**PREP MELBOURNE AQUARIUM EXCURSION - Parent Helper Expression of Interest.**

Montrose Primary School is a Child Safe organisation which adheres to the child safe standards. All of our staff and volunteers must agree to abide by our code of conduct which specifies the standards of conduct required when working with children. Any parent helpers selected for this excursion will need to adhere to and sign the school’s Code of Conduct policy and have a current Working with Children Check.

The program run by the Melbourne Aquarium only requires one parent helper per grade. We are aware that several parents are interested in attending this excursion; hence we will be collecting all expressions of interests and drawing one name per grade out of a hat. Please be aware that we are unable to accommodate siblings on this excursion.

Parent Helper Name: ____________________________ Child’s Grade: ____________

My mobile phone contact details for the day are _________________________

☐ I have lodged a current Working With Children Check at the office.

☐ I have/will read and sign the Child Safety Code of Conduct policy and adhere to the expectations prior to the excursion.

*Please return expression of interest to your child’s classroom teacher.*
PREP MELBOURNE AQUARIUM EXCURSION – Permission Slip

Child’s Name: ___________________________ Grade: ____________________

I give permission for my child to participate in the Prep Melbourne Aquarium Excursion at the Melbourne Aquarium on Wednesday the 12th of October.

I understand that in the event of serious misbehaviour my child may need to be sent home from an excursion and the costs associated with this are the parent or carer’s responsibility.

I authorise the teacher in charge of the excursion to consent, where it is impracticable to communicate with me; to the child receiving such medical or surgical treatment as may be deemed necessary.

Parent/Guardian Name: ___________________________ Signature: ___________________________ Date: ______

Medical Information (if necessary):

___________________________________________________________________________________________________________

___________________________________________________________________________________________________________

Anaphylaxis Child
I understand that it is my responsibility as Parent/Guardian to provide on the day of the excursion an additional epipen for my child, should staff need to administer a second dose. The epipen will be given to the teacher on the morning of the excursion.

My contact telephone number on the day is: ___________________________

Payments Details: Cost of activity per child $27

I have pre-paid the Excursion Levy and wish for payment to be taken from this (tick) ☐

Method of Payment:

Cash ☐

Cheque ☐
(Made payable to Montrose P.S)

Credit Card ☐
(Only amounts of $10 and over)

Credit Card Payment Details:

Name on Card: ___________________________

Card Number: ___________________________

Expiry Date: / Amount $ ________________

Signature: ___________________________

OR

Visa ☐ Bankcard ☐ Mastercard ☐

Card Number: ___________________________

CCV: ___________________________

Expiration Date: / Amount $ ________________

Signature: ___________________________

**************Permission Form Return & Payment**************

Payment and permission forms need to be received by the school no later than 10am the day before the excursion or at a time stipulated on the permission form.

• No payment will be accepted after this time due to the processing requirements for the following day
• Failure to make payment by 10am the previous day will result in students not being taken on the excursion, unless prior arrangements have been made
• Money will not be accepted on the morning of the excursion
• Students without signed permission forms will not be taken on the excursion

Parents are welcome to contact the office regarding payment requests for optional activities. Alternative payment options are generally available. Refer to the ‘Parent Payment Policy’ for detailed information on payment of optional activities.